



AGENDA

Wisconsin Rapids Board of Education
Personnel Services Committee

510 Peach Street · Wisconsin Rapids, WI 54494 · 715-424-6701

Sandra Hett, Chair
Anne Lee
Mary Rayome
John Krings, President

January 2, 2017

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
Conference Room C

Time: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Actionable Items
 - A. Appointments
- IV. Updates and Reports
 - A. Class Size and Section Reports
 - B. Professional Staff Handbook
- V. Action on Handbook Revision
 - A. Discussion and possible action on an update to the Substitute Teacher Handbook
- VI. Consent Agenda
- VII. Adjournment

The Wisconsin open meetings law requires that the Board, or Board Committee, only take action on subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office at 715-424-6701, at least seven working days prior to the meeting date for the item to be considered. The item may be referred to the appropriate committee or placed on the Board agenda as determined by the Superintendent and/or Board President.

With advance notice, efforts will be made to accommodate the needs of persons with disabilities by providing a sign language interpreter or other auxiliary aids, by calling 715-424-6701.

School Board members may attend the above Committee meeting(s) for information gathering purposes. If a quorum of Board members should appear at any of the Committee meetings, a regular School Board meeting may take place for purposes of gathering information on an item listed on one of the Committee agendas. If such a meeting should occur, the date, time, and location of the Board meeting will be that of the particular Committee as listed on the Committee agenda.



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BACKGROUND

Sandra Hett, Chair
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Mary Rayome
John Krings, President

January 2, 2017

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
Conference Room C

Time: 6:00 p.m.

I. Call to Order

II. Public Comment

III. Actionable Items

A. Appointments

The administration recommends approval of the following support staff appointments:

Lisa Gamboa Location: Lincoln High School
Position: Kitchen Helper (4.88 average hrs/day)
Effective Date: January 2, 2017
Hourly Wage: \$14.38

Steve Herman Location: WRAMS
Position: Night Custodian – 2nd Shift (8.0 hrs/day)
Effective Date: December 19, 2016
Hourly Wage: \$21.55

The administration recommends approval of the following professional staff appointment:

Danielle Heuer Location: East Junior High School
Position: Math (.50 FTE)
Education: BS – UW Superior – December 2016
Major/Minor: Elementary Education/Math
Salary: \$37,500 (\$37,500 base rate/2016-17 total salary \$18,157)

IV. Updates and Reports

A. Class Size and Section Reports

The Committee will review information related to class sizes and sections, for both elementary and secondary levels. (*Attachments A, A1*)

B. Professional Staff Handbook

The Committee will discuss proposed language changes in the Professional Staff Handbook.

V. Action on Employee Handbook Revision

A. Discussion and possible action on updates to the Substitute Teacher Employee Handbook.

The administration recommends approval of the proposed language changes found under the Substitute Teacher Compensation and Arrival at School sections of the Substitute Teacher Employee Handbook (*Attachment B*).

VI. Consent Agenda

Personnel Services Committee members will be asked which agenda items from the Committee meeting will be placed on the consent agenda for the regular Board of Education meeting.

VII. Adjournment

Average Class Size Report - Secondary

Attachment A

WRAMS

Department	2014-15 (1st Sem)	2015-16 (1st Sem)	2016-17 (1st Trimester)
Art	23.00	26.50	24.00
Business Exp.	--	--	26.14
Computer Applications	22.80	25.33	23.20
EEN	9.86	8.72	8.73
ELL	3.50	6.00	4.00
Family and Consumer	24.17	24.83	24.50
World Languages	25.00	27.50	25.00
Health	24.67	27.00	26.00
Language Arts	25.21	27.54	26.67
Rtl - Language Arts/R180	9.33	7.00	8.00
Mathematics	25.58	27.92	26.63
Rtl - Mathematics	8.00	8.00	9.00
Music	32.00	30.73	27.04
Physical Ed	26.50	28.42	27.54
Science	26.38	27.83	26.88
Social Studies	24.67	27.29	26.83
Technology Ed	23.25	27.92	none

East Junior High

Department	2014-15 (1st Sem)	2015-16 (1st Sem)	2016-17 (1st Semester)
Art	25.14	26.67	24.80
Business	23.67	0	22.67
Computer Science	19.60	23.8	23.43
EEN	7.19	7.27	5.16
ELL	6.00	3.33	5.00
Family and Consumer	24.00	25.6	22.50
World Languages	23.65	25.61	22.94
Language Arts	24.10	24.79	23.56
Rtl - Reading Essentials	6.60	6.25	5.75
Mathematics	24.93	27.67	23.50
Rtl - Math Essentials	5.40	6.33	4.33
Music	39.63	44.43	48.17
Physical Ed/Health	25.31	25.15	26.73
Science	23.33	25.44	24.31
Social Studies	27.11	27.89	26.56
Technology Ed	25.47	22.47	24.57

Lincoln High School

Department	2014-15 (1st Sem)	2015-16 (1st Tri)	2016-17 (1st Trimester)
Alternative Ed	11.10	14.33	10.83
Art	22.42	25.38	24.89
Business	18.40	22.45	19.85
CCHI	22.50	26.00	23.50
Computer Science	19.29	23.86	24.50
Drivers Ed	21.25	26.00	26.33
EEN	8.59	9.53	7.97
ELL	5.67	7.5	1.00
Family and Consumer	22.63	21.43	25.83
World Languages	22.14	21.31	22.54
Language Arts	22.61	25.33	24.44
Rtl - Reading Essentials	3.00	3.67	7.25
Mathematics	23.12	26.54	24.86
Rtl - Math Essentials	1.67	5.33	4.33
Music	39.43	46.6	36.33
Physical Ed	26.94	26.5	29.27
Health	16.67	0	27.00
Science	22.23	23.41	20.28
Social Studies	25.27	25.93	24.19
Technology Ed	19.67	21.05	21.18

2016-2017 Class Size Report - Elementary

Location	4 Yr K	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	School Total (Kdgn-Gr 5)	
Grant	36	41	33	41	42	30	35	222	<i>Enrollment</i>
Teacher FTE's	1	2	2	2	2	1.5	1.5	11	<i>FTE Total</i>
Avg/Grade/School		20.50	16.50	20.50	21.00	20.00	23.33	20	<i>Avg CI Size K-5</i>
Grove	32	38	25	44	35	51	40	233	<i>Enrollment</i>
Teacher FTE's	1	2	2	2	2	2	2	12	<i>FTE Total</i>
Avg/Grade/School		19.00	12.50	22.00	17.50	25.50	20.00	19.42	<i>Avg CI Size K-5</i>
Howe	-	58	52	56	50	61	63	340	<i>Enrollment</i>
Teacher FTE's		3	3	3	3	2.0	3.0	17	<i>FTE Total</i>
Avg/Grade/School	-	19.33	17.33	18.67	16.67	30.50	21.00	20.00	<i>Avg CI Size K-5</i>
Mead	29	55	58	56	63	59	67	358	<i>Enrollment</i>
Teacher FTE's	1	3	3	4	4	3	3	20	<i>FTE Total</i>
Avg/Grade/School		18.33	19.33	14.00	15.75	19.67	22.33	17.90	<i>Avg CI Size K-5</i>
THINK	15	19	29	23	24	23	21	139	<i>Enrollment</i>
Teacher FTE's	1	1	1.5	1.5	1	1	1	7	<i>FTE Total</i>
Avg/Grade/School		19.00	19.33	15.33	24.00	23.00	21.00	19.86	<i>Avg CI Size K-5</i>
VCA	-	12	13	14	9	16	10	74	<i>Enrollment</i>
Teacher FTE's	-	.5	1.0	.5	.5	.5	.5	3.5	<i>FTE Total</i>
Avg/Grade/School		24.00	13.00	28.00	18.00	32.00	20.00	21.14	<i>Avg CI Size K-5</i>
Washington	-	57	46	54	59	49	49	314	<i>Enrollment</i>
Teacher FTE's	-	3	3	3	3	2	2	16	<i>FTE Total</i>
Avg/Grade/School		19.00	15.33	18.00	19.67	24.50	24.50	19.63	<i>Avg CI Size K-5</i>
Woodside	32	62	45	54	58	49	61	329	<i>Enrollment</i>
Teacher FTE's	1	3	3	3	3	2	2	16	<i>FTE Total</i>
Avg/Grade/School		20.67	15.00	18.00	19.33	24.50	30.50	20.56	<i>Avg CI Size K-5</i>
Total Enrollment		342.00	301.00	342.00	340.00	338.00	346.00	2009.00	
Class Size Average		19.98	16.04	19.31	18.99	24.96	22.83	20.35	
Class Size Range		12-24*	13-20*	14-22*	9-21*	16-26*	10-25*		

* Denotes some split-grade classrooms

2015-2016 Class Size Report - Elementary

Location	4 Yr K	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	School Total (Kdgn-Gr 5)	
Grant	20	31	34	36	30	33	37	201	<i>Enrollment</i>
Teacher FTE's	0.50	2	2	2	2	1.5	1.5	11	<i>FTE Total</i>
Avg/Grade/School		15.50	17.00	18.00	15.00	22.00	24.67	18	<i>Avg Cl Size K-5</i>
Grove	38	29	40	39	50	41	46	245	<i>Enrollment</i>
Teacher FTE's	1	2	3	3	3	2	2	15	<i>FTE Total</i>
Avg/Grade/School		14.50	13.33	13.00	16.67	20.50	23.00	16.33	<i>Avg Cl Size K-5</i>
Howe	-	49	59	50	58	65	64	345	<i>Enrollment</i>
Teacher FTE's		3	4	3	4	2.5	2.5	19	<i>FTE Total</i>
Avg/Grade/School	-	16.33	14.75	16.67	14.50	26.00	25.60	18.16	<i>Avg Cl Size K-5</i>
Mead	30	57	67	69	66	76	46	381	<i>Enrollment</i>
Teacher FTE's	1	3	4	4	4	4	2	21	<i>FTE Total</i>
Avg/Grade/School		19.00	16.75	17.25	16.50	19.00	23.00	18.14	<i>Avg Cl Size K-5</i>
THINK	16	28	25	22	24	20	20	139	<i>Enrollment</i>
Teacher FTE's	1	1.5	1.5	1	1	1	1	7	<i>FTE Total</i>
Avg/Grade/School		18.67	16.67	22.00	24.00	20.00	20.00	19.86	<i>Avg Cl Size K-5</i>
VCA	-	16	15	10	20	10	16	87	<i>Enrollment</i>
Teacher FTE's	-	1	1	1	1	1	1	6	<i>FTE Total</i>
Avg/Grade/School		16.00	15.00	10.00	20.00	10.00	16.00	14.50	<i>Avg Cl Size K-5</i>
Washington	-	48	56	63	50	49	53	319	<i>Enrollment</i>
Teacher FTE's	-	3	3	4	3	2	2	17	<i>FTE Total</i>
Avg/Grade/School		16.00	18.67	15.75	16.67	24.50	26.50	18.76	<i>Avg Cl Size K-5</i>
Woodside	35	46	56	57	51	58	57	325	<i>Enrollment</i>
Teacher FTE's	1	3	3	3	3	3	2	17	<i>FTE Total</i>
Avg/Grade/School		15.33	18.67	19.00	17.00	19.33	28.50	19.12	<i>Avg Cl Size K-5</i>
Total Enrollment		304.00	352.00	346.00	349.00	352.00	339.00	2042.00	
Class Size Average		16.42	16.35	16.46	17.54	20.17	23.41	18.39	
Class Size Range		10 - 24*	7-19*	10-22	15-24	8-27*	9-29*		

* Denotes some split-grade classrooms

2014-2015 Class Size Report - Elementary

Location	4 Yr K	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	School Total (Kdgn-Gr 5)	
Grant	19	32	33	30	33	35	32	195	<i>Enrollment</i>
Teacher FTE's	0.50	2	2	2	2	1.5	1.5	11	<i>FTE Total</i>
Avg/Grade/School		16.00	16.50	15.00	16.50	23.33	21.33	18	<i>Avg CI Size K-5</i>
Grove	25	43	43	50	44	43	48	271	<i>Enrollment</i>
Teacher FTE's	1	3	3	3	3	2	2	16	<i>FTE Total</i>
Avg/Grade/School		14.33	14.33	16.67	14.67	21.50	24.00	16.94	<i>Avg CI Size K-5</i>
Howe	-	65	47	64	64	65	50	355	<i>Enrollment</i>
Teacher FTE's		4	3	4	4	2.5	2.5	20	<i>FTE Total</i>
Avg/Grade/School	-	16.25	15.67	16.00	16.00	26.00	20.00	17.75	<i>Avg CI Size K-5</i>
Mead	25	69	68	73	79	54	71	414	<i>Enrollment</i>
Teacher FTE's	1	4	4	4	4	3	3	22	<i>FTE Total</i>
Avg/Grade/School		17.25	17.00	18.25	19.75	18.00	23.67	18.82	<i>Avg CI Size K-5</i>
THINK	28	22	25	26	20	19	20	132	<i>Enrollment</i>
Teacher FTE's	1	1.5	1.5	1	1	1	1	7	<i>FTE Total</i>
Avg/Grade/School		14.67	16.67	26.00	20.00	19.00	20.00	18.86	<i>Avg CI Size K-5</i>
VCA	-	14	13	18	13	16	17	91	<i>Enrollment</i>
Teacher FTE's	-	1	1	1	1	1	1	6	<i>FTE Total</i>
Avg/Grade/School		14.00	13.00	18.00	13.00	16.00	17.00	15.17	<i>Avg CI Size K-5</i>
Washington	-	55	62	53	49	52	40	311	<i>Enrollment</i>
Teacher FTE's	-	3	4	3	3	2	2	17	<i>FTE Total</i>
Avg/Grade/School		18.33	15.50	17.67	16.33	26.00	20.00	18.29	<i>Avg CI Size K-5</i>
Woodside	33	57	55	46	59	58	60	335	<i>Enrollment</i>
Teacher FTE's	1	3	3	3	3	3	2	17	<i>FTE Total</i>
Avg/Grade/School		19.00	18.33	15.33	19.67	19.33	30.00	19.71	<i>Avg CI Size K-5</i>
Total/Enrollment K-5		357.00	346.00	360.00	361.00	342.00	338.00	2104.00	
Total/CI Size Avg K-5		16.23	15.88	17.86	16.99	21.15	22.00	18.35	
Range/K-5 Avg.		6 - 19*	7 - 19*	15 - 26	10 - 25*	9 - 26*	9 - 30*	6 - 30	

* Denotes some split-grade classrooms